



State Student Assistance Commission of Indiana



January 2007

HOOSIER SCHOLAR COORDINATORS/GUIDANCE COUSELORS

«School_Name»

«Address»

«City», IN «Zip»

Subject: (B) **2007 Hoosier Scholar New Year Letter**

Greetings of the New Year from the State Student Assistance Commission of Indiana (SSACI.) This letter contains information about the 2007 Hoosier Scholar Award Internet reporting process. Please share this letter with the staff members responsible for Hoosier Scholar Award reporting. The deadline for initial data submission is **Friday, March 23, 2007**.

The Hoosier Scholar web site address is <http://www.in.gov/ssaci/highschool/hoosier.html>. In an effort to conserve resources the instructions will not be sent by mail but can be found on-line at <http://www.in.gov/ssaci/highschool/Hoo-Instruction.pdf>.

SSACI relies on the information you and your staff submit to our office to make awards to eligible scholars. The Check List sheet on the reverse side of this letter will help ensure the accuracy of the information you submit to SSACI. Please refer to the Check List sheet, instructions and FAQs posted on-line to access and complete the Hoosier Scholar data entry forms.

NEW FOR 2007 all Hoosier Scholar Students must file the Free Application for Federal Student Aid (FAFSA) before the deadline March 10, 2007. Families may file the FAFSA on-line at www.fafsa.ed.gov after the student and parent each get a Federal Student Aid pin at www.pin.ed.gov

Around the middle of April the Hoosier Scholar student either he or she will receive a Certificate, Congratulation Letter, and a student Acceptance Form which he or she must sign and return to SSACI.

You must use your school's User Name and Password listed below to access the Hoosier Online Database. The User Name and Password are case sensitive! Please turn off your Caps Lock button prior to entering the information and use the shift key to enter capital letters.

I appreciate your help with this process. Please contact me at (317) 232-2355 if you have any questions.

Thank you,

Ada Sparkman

Program Coordinator

E-mail: asparkman@ssaci.in.gov

High School: «School_Name»

User Name: «UserName»

Password: «Password»

(OVER)

Hoosier Scholars Check List

Submission Deadline: Friday, March 23, 2007

1. On a sheet of paper list the Social Security Number (SSN), Full Name, Date of Birth, Address, Phone Number, GPA, Class Rank, and college/university choice for all:
_____ Hoosier Scholar Primary Candidates
_____ Hoosier Scholar Alternate Candidates
2. _____ Open an Internet Browser (Internet Explorer or Netscape Navigator.)
3. _____ Access SSACI Hoosier Scholar website directly at www.in.gov/ssaci/highschool/hoosier.html. Or from SSACI's homepage, www.ssaci.in.gov, go to Interactive Applications line, point mouse to High Schools, click on Hoosier Scholars.
4. _____ Click "Hoosier Scholars" blue button to begin the data entry process.
5. _____ Enter your User Name and Password found on the reverse side (**The User Name and Password are case sensitive!**)
6. _____ Complete the forms in a single session. Information will not be saved unless the forms are completed in their entirety. Enter information of primary candidates before entering information for alternate candidates.
7. _____ Print a copy of the completed form for your record once data entry is done.

Need Help?

Contact: Ada Sparkman at (317) 232-2355 or asparkman@ssaci.in.gov